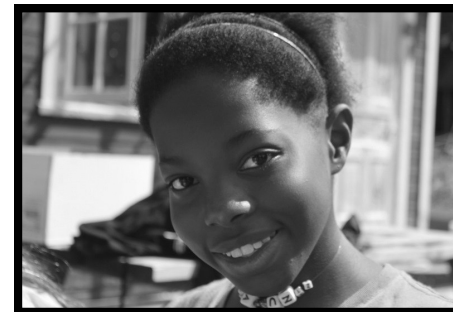
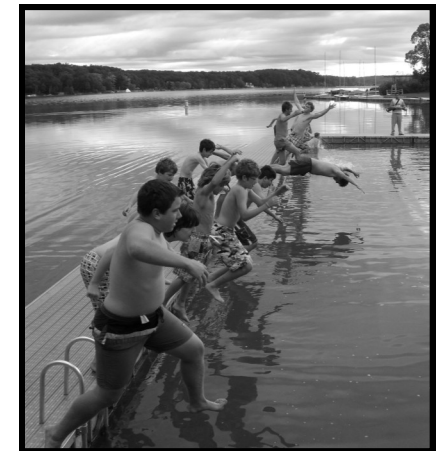




American Youth Foundation
Miniwanca

2011 Parent and Camper Handbook



Miniwanca

8845 West Garfield Road
Shelby, Michigan 49455
231-861-2262 phone
231-861-5244 fax
www.ayf.com

My own self, At my very best, All the time

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**See you this
summer!**

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If you have any questions, contact Miniwanca at

Phone: (231) 861-2262

Fax: (231) 861-5244

MiniwancaCamps@ayf.com

Liz Marshall, Girls Camp Director

- Summer office extension: x3000

Luke Petsch, Boys Camp Director

- Summer office extension: x2000

Gab Darroch, Program Manager, Four Trails

Paula Klotz, Registrar

Tom Moore, Director of Miniwanca

Additional Resources

Website

Our website serves as a helpful resource in preparing your child for camp. Please visit www.ayf.com and go to the Miniwanca Summer Camp Parent Resources page to access the following resources;

Online Camper Information Forms

Guide to Nearby Lodging and Accommodations

St. Louis and Chicago Charter Bus Pick-Up Location

Electronic Versions of:

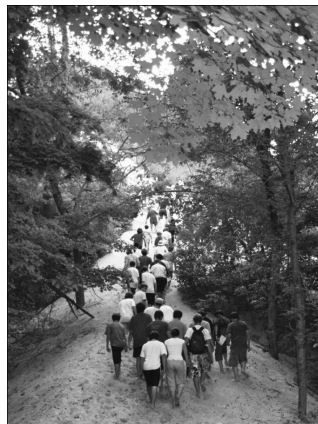
- Camper Forms Packet
- Camper and Family Handbook
- Four Trails Addition to the Handbook
- Packing Lists
- Driving Directions
- Printed Versions of Online Camper Information Forms

Also available on the Miniwanca Summer Camp page:

Typical Daily Schedule

Link to Bunk1 Bunk Notes

Photo Tour of Boys and Girls Camps



Welcome to Miniwanca!

Dear Camp Families,

We are thrilled that your child will be joining us at Camp Miniwanca for the summer of 2011! As we head into another summer of fun, the goals of our programs remain as they have been for decades: to encourage campers to be their best selves, to live a balanced life, and to build positive relationships. This means that in addition to experiencing all the activities that make Miniwanca great, your camper will also have the chance to reflect on his/her values, to ask important questions, and to gain a renewed sense of confidence.

It won't be long before we will meet up on the sand dunes, ready to sail on Stony Lake, climb the tower, or hike down the beach. As you prepare for this summer, you may have questions. This handbook tries to answer as many as possible, so that your camper will arrive ready to have the best experience at camp. However, if you would like to speak in more detail, feel free to call or email us with any questions or concerns.

Thank you again for sharing your child with us. We look forward to another amazing summer!

All The Best,

Liz Marshall
Girls Camp Director

Luke Petsch
Boys Camp Director

Gabrielle Darroch
Program Manager
Four Trails

Camper Information Forms

A key part of the staff's preparation for the summer includes the review of Camper Information Forms, which have accompanied this handbook. These forms must be completed and submitted no later than **April 15, 2011**.

Camper Forms to Complete and Return by Mail:

Enclosed in this packet are three forms that require signatures and must be completed by hand. Please complete these, make sure proper signatures are included, and return them by mail to us. These forms include:

- **Health History** (complete and attach copy of primary insurance card)
- **Health Memorandum** (to be completed by a physician, with a copy of current immunization record attached)
- **Letter to my Leader** (to be completed by camper)

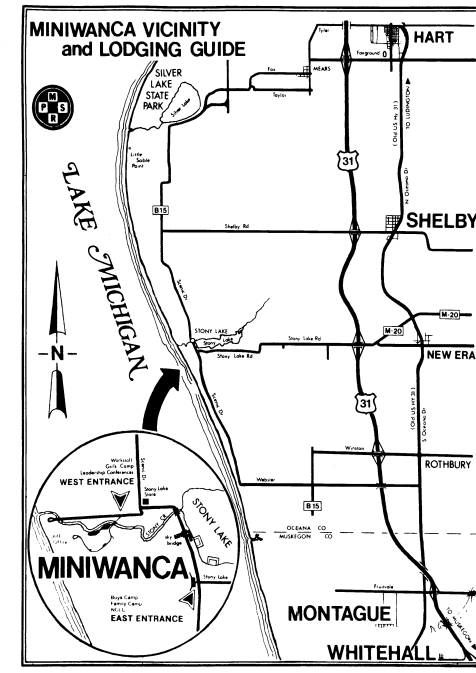
Please Note: The enclosed **Health Memorandum** replaces the physical form we have traditionally used, and our hope is that it will be easier for you and your physician's office. Although the Health Memorandum must be completed and signed by your physician, it does not require a new physical appointment be scheduled as long as your child has had a physical within 24 months of the camp session, dated after **July 31st, 2009**.

Camper Forms to Complete Online:

For your convenience, we have simplified the forms process by providing most of the forms in an **online format**. These forms can be accessed online at www.ayf.com and by following the step-by-step directions provided in this packet. If you prefer to complete hard copies of these forms by hand instead, PDF files are available for you to download from the Parent Resource section of our website. You may also contact Paula at Miniwanca and she will be happy to mail copies to you. The online camper forms include:

- **Camper Information**
- **Camper Payment / Account**
- **Arrival and Departure Travel Information**

Directions to Camp



Take US-31 to the M-20 exit toward New Era.

From the south: Go north from Muskegon about 35 miles and take the New Era exit. Turn left (west) onto Stony Lake Road.

From the north: Go south from Ludington about 35 miles and take the New Era exit. Turn right (west) onto Stony Lake Road.

Heading west on Stony Lake Road, go approximately five and a half miles to Scenic Drive until you come to a T in the road. You will see the sign for Miniwanca in front of you.

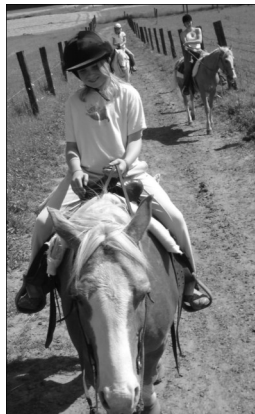
To Boys Camp: Turn left from the T in the road. The entrance will be on your immediate right.

To Girls Camp and Main Office: Turn right from the T in the road. Follow this road about a half mile along Stony Lake until you come to another T in the road. On the right corner is Stony Lake Store, and on the left corner is a park with a baseball field. Turn left at the T and follow the road around the curve to the right. The Main Office will be the first Miniwanca building on the left, and the Girls Camp Entrance is just a little further down on the left.

Miniwanca Program Goals

What is the horseback riding interest group ?

We have teamed up again with neighboring Rainbow Ranch to offer an extended interest group that gives campers hands-on experience with horses. Campers will spend 1½ hours at the ranch taking a trail ride each day. Campers of all ages and riding abilities can enjoy the hour-long trail ride every day of their one-week interest group session. This is a great opportunity for a safe, exciting exposure to horses at an ACA approved program. Horseback riding must be registered for ahead of time. If interested, please contact us and we will be happy to add it to your registration.



Does my child get to choose his/her own activities?

Campers take three or four interest groups each day that last for one week. They choose their own interest groups based on descriptions that leaders give in a mini-presentation of the available options. Campers sign up for new interest groups at the beginning of each week. We offer a wide variety of classes, including arts and crafts, basketball, canoeing, kayaking, sailing, frisbee, fishing, theater, pottery, swimming, and more! Campers also have free time every day. During this time, they can hang out with friends in their cabin or around camp, go swimming in Stony Lake or Lake Michigan, make something in the craft house, shop in the camp store, or play a game with friends.

What is the camp store?

The camp store has items that campers may need while at camp or on their trips. We recommend that parents deposit into their camper's account \$30 per week. We encourage you to have a conversation at home about priorities for spending money in the camp store. Please make sure your camper does not keep cash in the cabin. If your camper comes to camp with cash, we will be happy to store it safely in the main office. Account balances of more than \$10.00 will be refunded or you have the option of donating the balance to our scholarship fund.

How can my child keep in touch with his/ her friends after camp?

We want to help campers continue the positive friendships they create at camp. At the end of the camp session, campers receive an address book that includes campers' names and contact information so they can keep in touch all year long. If you would prefer that your child's information not be included in the address book, please contact us.

At Miniwanca, we want all our campers to have a fun, safe experience in our programs. We believe in order to have fun and learn, campers need to be and feel safe. Campers and staff work together to create a safe environment. The Miniwanca camp program is built around achieving the following goals:

Best Self – Our motto is **My own self, At my very best, All the time**, and we strive to help our campers discover and develop their personal best. As a part of Best Self, our program seeks to help campers increase their self confidence, and value themselves as unique and capable individuals. We intentionally provide opportunities for campers to practice respect for self, others, and the world around us, and take responsibility to act for the good of others and our world.

Balanced Living – The typical Miniwanca day is built around a balance of physical, mental, social, and spiritual activities. Campers and staff are encouraged to practice living a balanced life as a part of being their best.

Creating Healthy Friendships and a Positive Group Culture – From the moment campers arrive, we begin helping them build positive friendships. Cabin groups create a recipe for success, listing the key ingredients they need from one another to live together and have fun. Regular discussions with campers explore the characteristics of healthy friendships and what a successful group looks and sounds like. Fun activities encourage campers to practice skills important to building healthy friendships, as well as help them practice the skills to work together to achieve a goal. Key skills include: trust, cooperation, respect, responsibility, fun, compromise, communication, kindness, and problem solving.

By working toward these goals, we believe our campers will:

- Leave with newly gained confidence in themselves
- Be able to talk about who they are and what they are capable of achieving
- Discover and develop their personal best
- Act in ways consistent with their values
- Help to create a community where trust, cooperation, and respect are the foundation

At the end of the session your camper's name, address and email will be printed in our camper roster. If you do not want this information printed, please let us know.



Parents as Partners

Our goal is for every camper to have a fun and safe summer, and we want to partner with you to help make that happen! A successful summer experience actually begins at home as you are preparing for camp, and will continue throughout the summer with the partnership between parents and Miniwanca staff.



One of the first steps a parent can take is completing and submitting all forms by April 15th. This not only helps us be better prepared for your arrival, but it also provides you with the opportunity to share any tips on helping your child succeed.

What happens if my camper is homesick?

It is natural for most children to experience a degree of homesickness, particularly if this is their first time away from home. It is common for parents to receive a homesick letter, only to call camp and learn that homesick feelings have passed and the camper is now having fun.

Miniwanca staff plan the first 48 hours of camp to accelerate the get to know you process for campers and help them feel more comfortable at camp. Cabin leaders will do activities called ice breakers to help campers meet new friends. They will also begin team building activities and create a Cabin Recipe for Success.

A homesick camper's support system comes from his/her cabin leader. If homesickness persists, the Camp Director will be involved, and may be in contact with you to discuss the situation and seek suggestions. Our experience has taught us that camper phone calls home often increase feelings of homesickness. If the Camp Director and the parents feel a call home is necessary, it is helpful for parents to keep the conversation positive and proactive. The Camp Director and parents will stay in contact and assess next steps.

How can I help to reduce or prevent homesickness?

We have found these strategies to be helpful for many campers:

- Prior to camp, talk to your child about camp, stressing that it may involve challenges that will help him/her to grow and gain new confidence. Mention homesickness and let them know it is normal to miss the familiarity of home.
- Have younger campers practice managing their daily routine: getting ready for bed, starting the shower, getting dressed, organizing their belongings.

Can my child ship a trunk home?

Please talk with your camper so they know to set their luggage out to be shipped if you would like. AYF staff will strive to ship luggage back to families within two weeks of the end of camp. Shipping charges will be applied to your credit card on file for the actual amount of shipping and packaging. Please do not send prepaid shipping labels to camp with your child as we cannot guarantee their use. Once the luggage is shipped, parents will receive an email noting the UPS tracking number. The family requesting the shipment of luggage assumes all responsibility for any damage that occurs during the shipping process. The AYF is not liable for damage or loss.

Does my child have to take swimming lessons?

Swimming lessons are offered at Miniwanca and taught by staff who have American Red Cross certifications in WSI (Water Safety Instructor training) or Red Cross Lifeguarding. Each camper participates in a swim check on the first day of camp. Miniwanca offers swimming lessons but we do not require campers to take them. If you would like your camper to be required to take lessons, you may indicate this on the online camper forms.



What happens if my child loses something at camp?

Campers should frequently check the Lost and Found for missing items. Items left or found at the end of the camp session that are clearly labeled with your child's name will be mailed back to you. Mailing costs will be the responsibility of the family. There is no guarantee that items lost will be found. Miniwanca is not responsible for personal items lost, stolen, or damaged during your child's stay at camp. Items such as passports, plane tickets, musical instruments or electronics such as cell phones and iPods can be stored in the camp office for safekeeping.

Can campers wash their clothes while at camp?

Clothes worn at camp receive hard wear, so we suggest you avoid bringing costly items. Laundry will be done once for three-week campers but will not be offered for campers in the two week or one week sessions. All clothing, equipment, and laundry bags must be marked with the camper's name.

very possible that they could be in cabins right next to one another. Throughout the day, our schedule allows many times for them to do activities together. They can choose the same interest groups, participate in age group activities or even spend their free time together.

How do I pack my child's belongings?

To help you prepare for camp, we have included a list with our recommendations on what to bring and what not to bring to camp. This list is also available on our website on the Parent Resources page.



Campers keep their belongings in the container that they bring to camp, and limited hanging space is available in the cabin. Many different storage options are used, and there is not one kind that is required or recommended. Trunks/foot lockers (see picture), duffel bags, or suitcases are used. Some campers prefer to pack in plastic organizers or drawer sets. The best container for your child is one that they can easily access and organize their things.

Do I need to ship my child's luggage to camp?

Please Note: Restrictions on bus luggage have changed

Campers who travel on the charter bus may bring the following items:

- **1 trunk - OR - 2 pieces of luggage, no larger than 36" x 21" x 21"**
- **a pillow**
- **one small carry-on bag or backpack**

Any additional luggage items must be shipped to Miniwanca in advance. The same restrictions apply when campers return home from Miniwanca, and remaining luggage will be shipped home. If all families adhere to these restrictions, there should be enough room for all campers to travel to and from camp with their luggage.

Campers who will be flying to camp may also desire to ship their luggage in advance.

How do I ship luggage to camp?

We suggest shipping luggage two weeks prior to the start of camp to make sure that it is received before your camper arrives. When shipping luggage to camp, please make sure the camper's name is clearly written on the luggage mailing label. It can be addressed to:

AYF Miniwanca
Attn: *your child's name*
8845 W. Garfield Rd.
Shelby, MI 49455

Preventing Homesickness

- Involve campers in the process of packing and preparing for camp. Nationally known clinical psychologist Wendy Mogel writes, "A fourth grade teacher told me that she can predict which children will be homesick on the annual four-day nature retreat. 'The ones who can locate their flashlight, sweatshirt, and warm socks in their duffel bag are not homesick. The ones who can't find their stuff are.' She explained that this first group of children have either packed their gear themselves or with a parent's help. The second group, the homesick, has been packed for."
- Encourage your camper to talk with their leaders if they are starting to miss home. The staff are trained in a variety of strategies that can help your camper feel more comfortable.
- Evening and bedtimes are when homesickness often arises. Talk with your child in advance about things he/she can do to make bedtime easier.
- Write a few letters to your camper before camp begins, and bring them to the office on Opening Day. Since it takes a few days for mail to arrive, this insures your camper will have letters from home the first couple days of camp. If you prefer, you can utilize the Bunk Notes email available through Bunk1.
- When writing letters, be sure to focus on what your camper is looking forward to doing at camp, encouraging them to achieve the goals they set with you, and encourage them to write you a letter telling you about the fun things they are doing at camp. Try to avoid topics that might make them miss home more.
- And finally, one to avoid. The American Camp Association writes:

Watch out! The most common mistake parents make is the Pick-Up Deal. It's normal for children to ask, "What if I feel homesick?" Please never ever say, "If you feel homesick, I'll come and get you." This conveys a message of doubt and pity that undermines children's confidence and independence. Pick-Up Deals become mental crutches and self-fulfilling prophecies for children as soon as they arrive at camp. You can read more about strategies to help campers succeed at www.acacamps.org. Focus on encouraging your camper to enjoy this new experience. We will partner with you to help your child adjust quickly and thrive at Miniwanca.

Creating a Fun and Safe Summer

Miniwanca dares campers to be My own self, At my very best, All the time. We will strive to create a fun, safe community where individual differences are valued, where people can reach toward new challenges, and where everyone can have fun. Creating such a community requires the commitment of all campers and staff. The guidelines listed on the next page outline the behavior expectations for Miniwanca campers and staff. We ask that they do their best to follow these expectations so that we may achieve our goal of every camper having a fun and safe summer.

Parents, please review these responsibilities with your camper prior to camp and help them understand that breaking this agreement may be grounds for immediate dismissal. These responsibilities are also a part of your camper's Letter to Leader Form.

Once camp begins, we take several steps to work with campers to create a community where everyone feels safe and valued. The Camp Directors, Liz Marshall and Luke Petsch, will meet with each age group to talk about how a fun, safe summer looks, sounds, and feels. We encourage campers to let a staff member know if they are having a problem. Every camper has the opportunity to meet individually with their cabin leader and has a weekly age group check-in with a camp coordinator. During this check-in campers complete a Fun, Safe Summer Evaluation of their experience at camp so far.

Please encourage your camper to talk to any staff member if they feel others are not living up to the Community Responsibilities, or if he or she is feeling physically or emotionally unsafe. We do our best to prevent issues, and respond quickly to those that occur. We depend on our campers to help us create this unique community.



Where do campers live at camp?

Your camper's cabin is his/her home, and cabin mates will be his/her family while at camp. A cabin consists of four to six other campers who are the same age as your child. A college-aged cabin leader lives in the same cabin. We try to mix campers from different communities and schools, giving campers the opportunity to meet new people.

Who are my child's leaders?

Many leaders at camp have been campers themselves. Campers will have one leader that will live in the cabin, but will also get to know several leaders during many camp activities and in the interest groups your child chooses. Leaders are just as excited about camp as the campers are! Campers should use the Letter to Leader Form to tell the cabin leader about him/herself and hopes for camp. Cabin leaders are at least 18 years old and have had at least one year of college or an equivalent level of experience. Leaders have an extensive hiring process, including an interview, reference checks, and a background check. They receive two to three weeks of staff training prior to the start of camp. All leaders have a minimum certification in First Aid and CPR. Four Trails trip leaders are certified Wilderness First Responders.

My camper is staying for two sessions. What will they do during the time between sessions?

Our session combination campers who are here between Session A and Session B get to enjoy what we call "Intersession". Similar to the camp session, campers are supervised by camp staff. One highlight is an off-site field trip. The weekend is spent relaxing, having fun, and recharging for Session B. There is an additional charge for Intersession Weekend.

Can I request that my camper be in the same cabin as another camper?

While we cannot guarantee cabin placement requests, we do take them into consideration. If there is a specific concern about cabin placement (with or without another camper), then it should be communicated to us in the Camper Information Forms or via phone or email prior to the beginning of camp. When placing campers in cabins, we strive to make the best decisions for all campers within the cabin group. We make considerations based on the campers' needs that have been shared with us.

Even if a cabin placement request cannot be fulfilled, there are still plenty of opportunities for the campers to connect with another camper friend. Our campers are placed in cabin areas by age group, so if their camper friend is in the same age group, it is

Frequently Asked Questions

What should I know about the AYF Food Program?

At Miniwanca, we intentionally design our Food Program to support campers living at their best by offering healthy, balanced meal options. Each morning begins with a hot breakfast, as well as cold cereal and fresh fruit. Our salad bar is extensive and wherever possible we provide locally grown produce. We offer healthy beverage options including water, milk, and pure orange juice, and choose not to serve soda or drinks that are high in sugar. Healthy snack food and fruits are available throughout the day in the eating lodge. Each meal also includes a vegetarian option and our Food Program Manager is available to discuss individual dietary needs prior to Opening Day.

We encourage campers to take what they can eat to avoid waste, and to consider how our food choices impact ourselves and our world. Campers are involved in our composting system, and share in the care of the eating lodge by rotating through table setting, clearing, sweeping, and 15 minutes of “dish room fun.” We begin each meal with a moment of gratitude. We believe that these intentional activities encourage campers to be healthy, productive and engaged members of our camp community.

What is the American Youth Foundation Peanut Protocol?

The American Youth Foundation and its facilities are “peanut aware” communities. Our kitchens do not serve food containing peanuts, peanut butter or peanut oil in their ingredient listings during meals. Some snacks and desserts that we serve may contain trace amounts of peanuts, or they may have been manufactured in a facility that processes peanuts. We will not serve peanut butter in our eating lodges, but we will provide a camper friendly sandwich substitute. Our goal in this process is to provide the safest experience possible for all of our campers.

Can I send care packages?

Parents are welcome to send non-food items in packages such as books, cards, games, and stickers. Food, candy and gum are not allowed. We have campers with severe food allergies, and our primary concern is for their safety. We take great care to prevent accidental exposure to food allergens, so **all food items sent in care packages will be removed**. When packages arrive, campers will open them in the office with a staff member and they will not be allowed to have any food items. This rule is strictly observed for camper health and safety— please share the policy with grandparents or friends who might have sent food in the past.

Community Responsibilities

Respect for others.

Respect other people’s ideas and values, even if different from your own. Miniwanca is a place that embraces a diverse community and this should be displayed in all ways, including language, humor, and behavior.

All actions and language should have a positive impact on the people in the Miniwanca community. Any disrespectful behaviors which could potentially harm (physically or emotionally) a camper or staff member are unacceptable in the Miniwanca community and may result in dismissal.

Respect for self.

Take care of yourself by eating balanced meals, getting plenty of sleep, and practicing good hygiene: brushing teeth, clean clothes, showers, etc. Lights out is at 10:30 p.m. each evening.

Participate fully in camp activities; be on time; try new things and have a positive attitude. Seek to be My own self, At my very best, All the time.

Respect for the environment and camp facilities.

Miniwanca should feel like home, so please enjoy it and help take care of it. All community members share in the regular clean-up of personal and community areas, including the eating lodge, BIFFS (bathrooms), cabins, and common buildings.

Be sensitive to the fragile environment of Miniwanca by staying on trails, caring for plant and animal life, recycling, composting, and putting litter in landfill barrels.

The buildings and activity equipment are supplied by Miniwanca for all campers to enjoy. Please care for both in a responsible manner.

Respect for the health and safety of self and others.

The possession and use of tobacco, alcohol or illegal drugs is prohibited. Fireworks, firearms and other dangerous weapons are not allowed.

Threats to harm self or others will be taken seriously and will result in dismissal.

It is important to abide by safety standards provided by the staff, especially in water-related and adventure/challenge experiences.

All campers must be in their cabin or tent by lights out and remain there until the rising bell rings.

Behavior and Dismissal Policy

What happens if there are behavior issues?

If a camper's actions, statements, or attitudes negatively impact the community, creating issues that compromise safety and fun, Miniwanca staff will intervene. For most issues, parents will be contacted and we will try to work together to create a plan to help the camper succeed. Coordinators will remain in contact with the parents and assess the next step. If the issues continue, the camper will be dismissed. There are certain behaviors that result in immediate dismissal (please see below).

If a camper's actions, statements, or attitude continue to negatively impact the community, or if a camper is physically, mentally, socially, or emotionally unprepared for camp activities, they will be dismissed.

We believe that when we lay out clear expectations for campers and staff, provide opportunities to discuss these expectations, and work to hold each other to them, we can create a unique community.

Dismissal Policy: How does Miniwanca decide when a camper should go home?

It is never easy to reach the decision that a camper should be dismissed, and we know it is a difficult thing for parents to hear. This is especially true when a camper's behavior results in immediate dismissal. Behaviors that result in immediate dismissal include, but are not limited to: threat to harm self or others, possession or use of drugs or alcohol, or possession of a weapon.

If a camper's actions, statements, or attitude continue to negatively impact the community, or if a camper is physically, mentally, socially, or emotionally unable to participate in camp activities, they may also be dismissed.

When a camper is dismissed, it is essential that parents make arrangements for their child to return home as soon as possible. Parents are responsible for any costs associated with removing a camper from a trip or with transportation to return home.

Travel Information

Updates: To hear updates about the charter bus travel on those dates, please call (231) 861-2262 and listen to the Charter Bus Updates.

Please Note: Luggage Restriction for Bus Transportation

Due to limited storage space on the bus, campers will be allowed to bring on the bus two pieces of luggage no larger than 36" x 21" x 21" OR one trunk, a pillow, and one small carry-on bag. All other luggage items must be shipped to Miniwanca in advance. The same restriction will apply when campers return home from Miniwanca, and remaining luggage will be shipped home. Please refer to page 21 for more information about shipping luggage to and from Miniwanca.

If all families adhere to these restrictions, there should be enough room for all campers to travel to and from camp with some of their luggage.

What if my camper is traveling by airplane?

A Miniwanca staff member will meet each camper upon arrival, as airport regulations have been modified to allow our staff to meet campers at their gates. Staff will be wearing a Miniwanca shirt. If there are any problems, campers should remain at the gate until a staff member arrives or he/she may call camp collect at (231) 861-2262. The family will be notified that their camper has arrived safely.

Flight Scheduling

Airport shuttle service is provided for campers at a fee of \$55 one-way or \$110 round-trip. Flights should be scheduled to our primary airport, the Gerald R. Ford (GRR) Airport in Grand Rapids, Michigan. Flights must arrive between 10:00am - 4:00pm on Opening Day of the session and must depart between 11:00am - 5:00pm on Closing Day of the session.

Important Airplane Travel Information

- Please ensure that your travel arrangements are made and communicated to us well in advance so that we may plan the shuttle service accordingly.
- Flights must be scheduled for the Opening and Closing dates, as we will not be able to provide shuttle service on any other day.
- Please check with the airline regarding minors and the last flight out of a city to verify that your camper will be allowed on that flight. We strongly recommend you contact your airline to set up the service for unaccompanied minors.
- Please note that all airlines charge extra fees for unaccompanied minors. These fees must be arranged with the airline prior to the beginning of camp.
- Fees assumed for overweight baggage on return flights are the family's responsibility.

Travel Information

What if my camper is traveling by car?

Parents bringing and picking up campers should plan to arrive and depart at the times specified in Opening and Closing Day schedules. We ask that families please refrain from bringing pets to camp. Please remember to have photo identification ready at the entrance on Closing Day. If you are planning to have someone other than the parent drop off or pick up the camper, please make note of that person's name on the travel forms and let them know they will need to have their photo identification ready as well on Closing Day.

What if my camper is traveling by charter bus?

Miniwanca provides charter bus transportation from and to the St. Louis and Chicago areas. The fee for this transportation service is \$135 one-way or \$270 round-trip. The charter bus transportation is a safe and comfortable way for your camper to travel to camp. Movies will be shown on the bus, and we encourage campers to bring books or magazines with them. If campers bring electronic games or music for the bus ride, they will need to check these in for safekeeping in our main offices until Closing Day.

Specifics for St. Louis

When: All opening days and the closing days for the two and three week sessions

Location: MICDS parking lot, entrance C.

Depart: Campers need to be at the location by 6:00am and the bus will depart by 6:30am on all opening days.

Arrive: On closing days buses arrive back at approximately 9:30pm, so plan to arrive at the pick up location by then.

Specifics for Chicago

When: Bus transportation will be offered for the opening of the one week and three week sessions and the closing of the two and three week sessions

Location: Lyons Township High School, North Campus parking lot in LaGrange, IL

Depart: Campers need to be at the location by 9:00am and the bus will depart by 9:30am on opening days.

Arrive: On closing days buses arrive back at approximately 5:00pm, so plan to arrive at the pick up location by then.

What to bring on the bus

Campers should travel to camp with approximately \$20 pocket money for the trip to purchase snacks and lunch along the way. The pocket money for the return trip should be provided for by the parent on the Payment/Account Online Form. Please bring photo identification when you arrive to pick up your child.

Tuition, Fees, and Refunds

When is tuition payment due?

You may pay at a schedule that is convenient for you. However, 50% of the total tuition (after payment of the registration fee) is due by **February 1, 2011**. The remaining balance is due by **April 1, 2011**. Registrations received after April 1, 2011 must be accompanied by full tuition payment. **Campers showing a balance due will not be allowed to attend camp.** To assist families in meeting the cost of camp, the AYF offers discounts and need-based financial aid. Please contact the Registrar, Paula Klotz, for further information.

What happens if we can't attend after we registered?

If cancellation is before April 1st, 2011 all prepaid fees, except the registration fee, will be refunded. If cancellation is after April 1st, 2011, AYF will retain 25% of total tuition with a minimum of \$200. There is a \$25 processing fee for each refund. If cancellation is due to illness or injury prior to the beginning of camp, all payments except the registration fee will be refunded upon a receipt of a written report from a physician.

What happens if my child must withdraw or is dismissed during camp?

For withdrawals during the camp session due to illness or injury, a refund will be prorated. No refund will be granted in case of dismissal or voluntary withdrawal from camp or any program option. In all cases, the family will be responsible for transportation costs incurred, including those to remove a camper from a trip.

What happens if my child withdraws from sailing or horseback riding?

If a camper withdraws from a program option before April 1, 2011, all fees will be refunded. After April 1, 2011, the family will be refunded 25% of the program option fee. No refund will be granted for the program option fee in case of dismissal or voluntary withdrawal during the camp session.

Are there any additional charges or fees?

If your child damages camp or trip equipment that must be replaced, you may be charged for that item. In the craft house, some projects have an extra fee, which you will see on your camper's account. Please see page 12 for information regarding a new prescription medication program we are starting with CampRX.

Emergency and Medical Information

What is the Medical Review Process?

The American Youth Foundation (AYF) aims to be inclusive in the enrollment of participants. All reasonable efforts will be made to accommodate campers with different conditions, strengths and abilities. Prior to participation in any AYF program, our staff will review camper applications to ensure that participants can meet the physical and emotional demands of the program. On occasion, it may be necessary for us to contact you directly by phone or email to gather additional information about your child's health or medical history. We may also consult with our AYF Medical Advisor to make a determination about an applicant's need for accommodations. Our goal is to include as many participants as possible, however we are limited in what we can provide in terms of medical care and we reserve the right to preclude participation based on a condition that we are not able to manage safely.

What happens if my child is sick or hurt while at camp?

Miniwanca has a modern Health Center staffed by a team of nurses and health officers. The camp doctor is located in neighboring Shelby and is on-call at all times. The hospital and health clinic is within 13 miles. Parents will be contacted if there is an injury or illness requiring outside medical assistance. Your camper's Health History Form must contain family health plan information including a photocopy of your insurance card. If a camper requires a doctor's visit or medications, the family will be responsible for all medical costs.

Please check your child's head for lice before camp. Health officers conduct lice checks on the first day of camp. If your camper is found with lice, they may be asked to leave the program until they are free of lice.

Prescription medication and CampRX?

Beginning in 2011, Miniwanca has established a relationship with **CampRX** pharmacy to ensure the highest level of safety and efficiency with camper medications. All medications are required to be filled through Camp RX. CampRX fills your campers prescriptions and delivers them to camp conveniently packaged for easy dispensing. Inhalers and other medications that are not easily packaged are delivered in specially labeled, resealable bags. Place your order online at www.camprx.com or by phone at: **(877)-302-3881** to make sure your campers medications are waiting when they arrive on opening day. Please note that there will be a **\$50 internal processing fee** if a camper arrives at Miniwanca with medications.

What happens in case of an emergency?

In the event of a national or local emergency, please go to our website www.ayf.com for immediate information regarding campers and programs. You will be contacted individually via email as soon as possible with details and information regarding your camper. We will be using our limited phone lines to communicate with authorities and our off-site trips. Please be patient, and we will contact you as soon as possible.

If an emergency arises at home and you need to contact your camper, call us at the camp phone number, (231) 861-2262. During business hours, a receptionist will direct your call as needed. Between 4:30pm and 8:30am, you can follow the prompts to activate our emergency pager. You can leave a brief message that will be responded to as soon as possible.

What happens on Closing Day?

The closing ceremony of camp is very important to campers, and parents are strongly encouraged to attend. Although overnight accommodations are not available on camp grounds, there are several located in the surrounding area. Refer to the Parent Resources on our website for a list of local lodging options. We ask that families please refrain from bringing pets to camp.

One step of our check-out process is that we will ask you to present a photo identification of yourself when you are greeted by our staff members at the camp entrance. This simple step is intended to ensure all of our campers are safely returned to the appropriate person. If a person other than a parent or guardian is picking up your camper, we need to have written permission to release your camper into their care. This should be noted in the Transportation Section of the Online Camper Forms. Please let the person who is picking up your child know that they will need to have photo identification ready when they arrive.

Look for signs directing you to your camper's luggage pick-up location. To allow for closing day activities, we request that parents arrive no earlier than the times noted below.

Closing schedules for July 7th and July 29th:

Boys Camp Closing:

8:30am - 9:30am Parent Arrival
9:30am - 10:15am Closing Council
10:15am - 10:30am Slideshow
10:45am Optional Lunch
12:00pm Departure from camp

Girls Camp Closing:

9:00am - 10:30am Parent Arrival and optional brunch
10:30am - 10:45am Slideshow
11:00am - 12:00pm Closing Council
12:00pm Departure from camp

Closing schedule for Boys and Girls Camp 1-week programs on June 25th and July 16th:

9:30 am - 10:30am Parent Arrival— park at the Mills Center Office
10:00 am - 10:30am Parent Reception—in Four Seasons Lodge
10:30am -11:00am Closing Presentation
11:00am - 12:00pm Tour camp, pack cars and depart



Opening and Closing Days

What happens on Opening Day?

All campers should arrive between 1:00pm - 4:00pm. Registration begins no earlier than 1:00pm. Group and cabin activities will begin shortly after 5:00pm, so please ensure your arrival gives enough time to get your camper settled in the cabin and ready to begin activities on time. If you are worried about separating from your camper, or feel that they may be homesick, arriving around 3:00 pm will limit the time between check-in and the beginning of formal activities. We ask that families please refrain from bringing pets to camp.

- Upon arrival to Boys Camp or Girls Camp, check in with a Miniwanca staff member to receive your cabin assignment and get directions about luggage drop-off.
- Follow directions and signs to Registration. Talk to our camp nurse, put valuables into safekeeping, and meet your cabin or trip leader.
- Once campers and parents have been through Registration and have moved into their cabins, parents may leave. Campers will stay with their leader and other cabin members who have arrived.



Opening Days

Session A:

- 1 week - Sunday, June 19
- 2 week - Sunday, June 26
- 3 week - Sunday, June 19

Session B:

- 1 week - Sunday, July 10
- 2 week - Sunday, July 17
- 3 week - Sunday, July 10

Adventure Trips:

- Voyageur** - Sunday, June 19
- Odyssey** - Sunday, June 19

Closing Days

Session A:

- 1 week - Saturday, June 25
- 2 week - Thursday, July 7
- 3 week - Thursday, July 7

Session B:

- 1 week - Saturday, July 16
- 2 week - Friday, July 29
- 3 week - Friday, July 29

Adventure Trips:

- Voyageur** - Friday, July 29
- Odyssey** - Friday, July 29

Communication at Camp

May I talk to my camper?

Due to limited phones and busy schedules, it is impossible to provide campers with phone privileges. If you need to get a message to your camper, you may call us at (231) 861-2262 and speak with a receptionist who can direct your call or take your message.

May I visit my camper?

Miniwanca does not plan a formal visiting day, and there is no expectation for families to visit. If you would like to visit, families may visit on Sundays between 12:00pm and 5:00pm. All visitors must check in at Boys or Girls Camp Offices prior to contacting your camper. Plans for a visit must be made in advance and our office should be notified.

We encourage you to contact us in advance to get a sense of whether a visit to camp would be beneficial or disruptive to your camper's experience, and to make plans based on the day's schedule of activities.

Release Policy: Campers will not be permitted to leave camp unless we receive written permission from parents/guardians. AYF policy and state law requires written permission listing the names of persons with whom the camper may leave. These names should be noted in the Camper Information Forms.

Where do I send mail?

Please address mail to your camper at:

Camper Name, Cabin Number
Camp Miniwanca, (Boys Camp or Girls Camp)
8845 W. Garfield Road
Shelby, MI 49455

Can I send care packages?

Parents are welcome to send non-food items like books, cards, games, and stickers in packages. **Food, candy and gum are not allowed.** We have campers with severe food allergies, and our primary concern is for their safety. We take great care to prevent accidental exposure to food allergens, so all food items sent in care packages will be removed. When packages arrive, campers will open them in the office with a staff member and they will not be allowed to have any food items. This rule is strictly observed for camper health and safety—please share the policy with any friends or relatives who might send a package.

Photos From Camp

Will I be able to see photos of my camper?

Yes! Beginning in 2011, we will offer free password protected access to photos uploaded from camp each day. You will be able to download and print photos as you wish through a new password protected portal on our website, www.ayf.com. Full details will be provided before your session begins. Sending email to campers will continue to be managed by Bunk 1, so read on to learn how to send email.

How do I sign up for Bunk 1?

If you have an account from last summer, there is no need to re-register. You can continue to use the same username and password. To set up a new account, follow these directions:

1. Go to our website at www.ayf.com.
2. Go to the **Miniwanca Summer Camp** page.
3. Click the flashing "Camper Photos/Camper Email" button.
(or if you cannot find the button go to www.CampMiniwanca.bunk1.com)
4. Click the "Register Now" button.
5. Enter your Pre-Approved Registration Code: **118521MW**

Please do not share this code with others.

6. Fill out all the required information. You will be able to purchase BunkNotes to send to your camper.

How do I send a Bunk Note to my camper?

A Bunk Note is a one-way email to your camper. Sign in and click on the Bunk Notes button. Enter your camper's name, select the correct cabin number, type your message, and hit Send.



Bunk1 Services

Why do I have to pay to send Bunk Notes?

Each morning, the Bunk Notes system bundles and sorts the messages for us to print out and distribute to campers. It also protects us from computer viruses and allows us to easily manage these emails. Your payment helps us cover the cost of the system, paper, ink, and labor, and more importantly, frees us to do what we do best - be with your kids! Bunk Note credits cost \$1 each and are purchased in packs of various sizes.

Can other relatives use these services?

Absolutely! Once you have set up your account, you will be able to invite other people to access these services.

How do I find my lost username or password?

You can get it online by going to www.Bunk1.com and clicking on the link "Lost Your Password?". You will receive an email with your username and password within a few minutes.

Who do I call if I have questions or problems with Bunk 1?

Please call Bunk1 directly at **1-800-216-9472** or go to www.bunk1.com to ask questions and receive support.

